

Request for Records Disposition Authority

Records Schedule Number: DAA-0560-2012-0001
 Schedule Status: Returned Without Action
 Agency or Establishment: Transportation Security Administration
 Record Group / Scheduling Group: Records of the Transportation Security Administration
 Records Schedule Applies to: Agency-wide
 Schedule Subject: Statistical Reporting and Performance Information Management Systems
 Internal agency conferences will be provided: No

Background Information: Statistical and Performance Measurement Information Systems – Systems and/or databases such as PMIS (Performance Measurement Information System) that capture information enabling aviation and multimodal surface transportation security programs to maintain, disseminate, analyze, and track statistical data related to the performance of security operations (passenger screening, baggage screening, cargo screening, incidents, etc.). These systems/databases may be required to interface with other systems/databases either to support its user infrastructure or to gather operational data from around the organization necessary to construct statistical and/or performance measures. Specifically, information is retained for operations management and improvement purposes related to development of lessons learned, best practices, corrective actions and goals achievement.

NOTE: All Inputs (excluding Item 1a), Outputs, and Documentation are covered by GRS 20.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	2

GAO Approval

Outline of Records Schedule Items for DAA-0560-2012-0001

Sequence Number	
1	Input
	Disposition Authority Number: DAA-0560-2012-0001-0001
2	Master File/Database
	Disposition Authority Number: DAA-0560-2012-0001-0002

Returned Without Action

Records Schedule Items

Sequence Number	
1	<p>Input</p> <p>Disposition Authority Number DAA-0560-2012-0001-0001</p> <p>Includes, but not limited to, forms and other data collection tools (notebooks, handhelds, etc.) used to update the master file/database but cannot be completely captured in the system due to a lack of 1:1 relationship between input data and system data fields or similar.</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the calendar year entered.</p> <p>Retention Period Destroy 5 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Master File/Database</p> <p>Disposition Authority Number DAA-0560-2012-0001-0002</p> <p>Includes, but not limited to, information related to metrics data, notifications, employee performance, facility and machine maintenance, staffing levels and shift data, machine performance, baggage screening status, facility sizing and scaling, abandoned and surrendered items, wait times events and other information used to support, report and track statistical and/or performance measures.</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in</p>

Returned Without Action

electronic format(s) other than e-mail and word processing?

Do any of the records covered by this item exist as structured electronic data? **Yes**

Disposition Instruction

Cutoff Instruction **Cut off at the end of the calendar year.**

Retention Period **Destroy 5 year(s) after cutoff**

Additional Information

GPO Approval **Not Required**

Returned Without Action

Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
08/31/2012	Certify	Troy Manigault	Director	Department of Homeland Security - Department of Homeland Security
06/23/2014	Return Without Action	Rania Mahmoud	Appraisal Archivist	National Archives and Records Administration - Records Management Services

Returned Without Action